



# ARRANMORE

HOMEOWNERS ASSOCIATION

7185 S.W. CHAPEL LANE  
PORTLAND, OREGON 97223

## **ARRANMORE HOMEOWNERS BOARD – Minutes, March 11, 2013.**

Home of President, Roberta Kennedy

**EXECUTIVE SESSION – 5:30 pm – 6:30** – Board member present: Roberta Kennedy, Ken Sumida, Pat Hagen, Sue Kirkman, Gary White. Harry Reeder – absent.

Called to order by Roberta Kennedy.

- A. Guest – David Phillips, attorney, Vial and Fotheringham LLP. Mr. Phillips presented information/statutes/guidance regarding resolution for property line encroachment and other situations.
- B. Discussion regarding the HOA employment of a financial manager. No resident has thus far volunteered for the position. Mr. Sumida discussed his proposal for employment as the HOA financial manager. This included his estimated time spent during various months/activities and his hourly compensation. Mr. Sumida will be retiring from the board on April 22.

## **REGULAR ARRANMORE HOMEOWNERS BOARD MEETING**

Called to order by Roberta Kennedy. **Present:** Roberta Kennedy, Ken Sumida, Pat Hagen, Sue Kirkman, Gary White. Harry Reeder – absent

**Guests:** Gisela Walitzki, Matthew Lowry and Julia Crown with their daughter Mehina (14 mos.)

**Continuing Business:** Annual homeowners meeting - April 22, 2013 at Montclair School 7-9 pm

- A. Roberta Kennedy met with Lynn at Montclair School and signed the school use authorization for that evening. Room set-up sheets will be shared with Dick Lindsay who has volunteered to develop a Power Point presentation. The agenda will be made available to homeowners before the meeting.
- B. All committee chairs will be contacting Dick to go over their presentation.
- C. Ruth Robinson has formed a volunteer committee to help check-in residents and determine a quorum.

- D. Cary Perkins, Arranmore resident, will introduce our new residents. She plans to contact them before the meeting to encourage attendance. 15 new residents have moved into Arranmore recently.

## **New Business:**

- A. Minutes from the January Board Meeting were reviewed. Roberta Kennedy made a motion to approve the minutes as written, Seconded by Ken Sumida Motion passed. They will be sent to Joe Schoen to post on the HOA website.

## **Committee Reports:**

**Pool:** (Sue Kirkman) She is getting bids from plumbers for the two backflow devices that are being required by TVWD for the pool. A double check needs to be placed at the street connection and a reduced pressure in the pool mechanical room. She will also be getting bids to repair the double doors (wood casing) to the pool area. The flashing outside of the mechanical room also needs repairing. Sue will look into bids.

**Communication:** Joe Schoen is the new HOA communications chairman. Jan Lindsay resigned in January, 2013. He will be working on our newsletter, as well as the on-going preparation for an All-Arranmore email blast list to use for special notices

*Roster:* Candace Colman is updating the neighborhood roster and will print 120 copies for distribution at our annual meeting.

**Finance:** (Ken Sumida) Ken Sumida recused himself at this time. Roberta Kennedy made a motion to employ Ken Sumida as the HOA financial manager to begin April 22 at 9:00 pm to serve for one year. The contract will be completed within 30 day. (Please see executive session recording on previous page) Motion seconded by Gary White. Motion passed.

Ken Sumida returned to the board at this time. He sent out financial statements for Jan/Feb to all board members.. There were no comments or revisions. Roberta asked that the operating budget for next year accommodate Ken's forth-coming employment contract.

This year there will be a review with a new CPA – required State of Oregon law requires an official review which will be finished for the Financial Statements before the Annual Meeting. (Ken estimates that this directive/preparation will take him 13-19 hours of volunteer work).

**Pathways and sidewalks:** (Gary White) He is in the process of starting the project.

**Irrigation:** (Harry Reeder's report given by Roberta Kennedy) The HOA has received two bids for irrigation start up and shut down. Abel at approx.. \$2300 and DiSantis at approx. \$2900. Harry Reeder recommends awarding Abel the primary contract, and use DiSantis on an "as needed basis" Motion was made by Roberta Kennedy to retain Abel, seconded by Ken Sumida. Motion passed

Over many years some homeowners have installed hose bibs that are connected to the HOA irrigation system. These must be disconnected eventually. "Conservation of well water" reminder will be mentioned at the annual meeting.

**Architectural Review Committee:** (Roberta Kennedy) There have been 51 application submitted during the last 15 months. Short discussion regarding property lines. (See Executive Session recording)

**Landscape Committee:** (Pat Hagen)

*Trees:* A sweet gum tree at St. Johns Place was removed due to disease. There are two more that are diseased and need to be removed. Replacement trees should be hardy, disease resistant. Consider flowering trees, as well. Roberta Kennedy moved that the two diseased trees off of St. Johns Place be removed. Sue Kirkman seconded. Motion passed.

Three pine trees behind a resident's home on St. Johns Place hang over the house and need to be trimmed. No motion required. One birch tree on the south berm (Oleson Rd. side) needs to be trimmed or taken down – unsightly. No motion to remove. There are stumps that need to be ground prior to deciding about replanting.

*Drainage:* The existing drainage at the bottom of the hill behind six houses on Arranmore Way is an existing old French drain that is no longer functional. Pat Hagen has received two proposals to address the problem: DiSantis and Changing Landscapes. The two solutions are quite different from each other, with a significant cost difference. Pat will do more research. DiSantis is charging a design fee now on any project we might want to do.

The north berm needs plantings as well as a plan.

**Meeting adjourned** at 8:15 pm. Minutes submitted by Candace Coleman & Roberta Kennedy